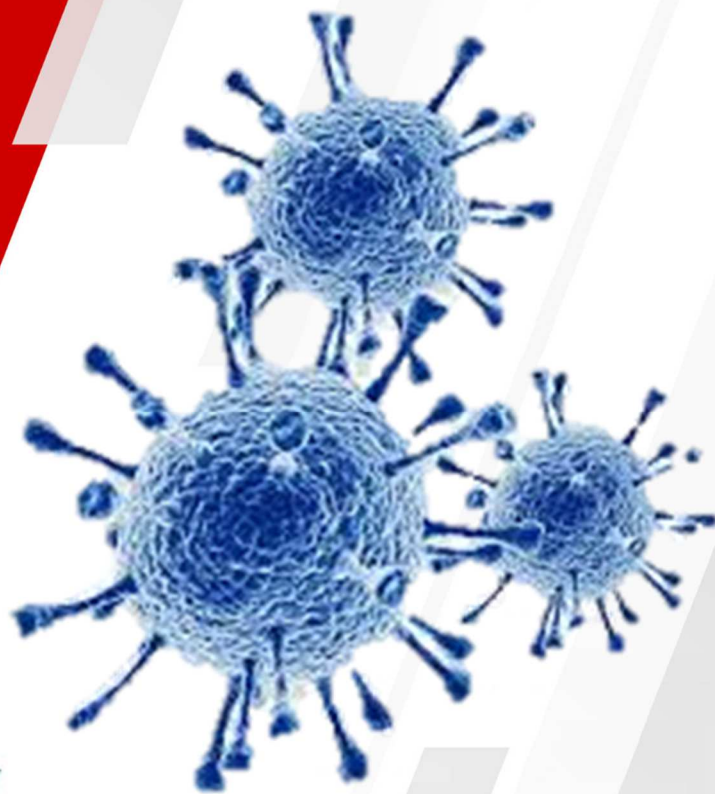


COVID-19

CONTINGENCY PLAN

Simoldes Group



Regarding the new coronavirus (COVID-19), Simoldes Group defined a Contingency Plan applicable to the Tool Division and Plastics Division.

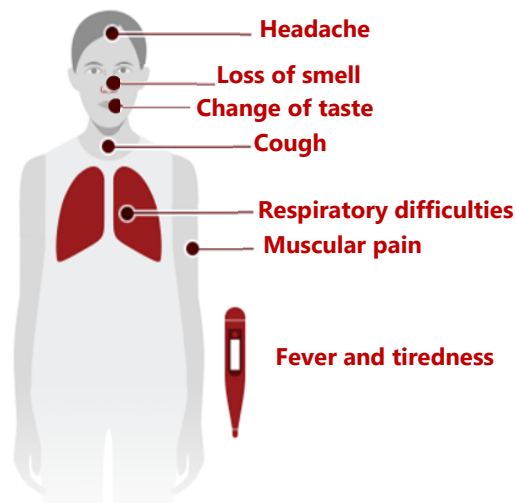
Which are the signs and symptoms?

The virus seems to start with **fever**, followed by **dry cough**.

After a week, it leads to **respiratory difficulties**. Some patients may need hospital treatment.

In more serious cases it can turn into a serious pneumonia with acute respiratory failure, kidney failure and even lead to death.

There is also frequent **total or partial loss of smell** (anosmia), **weakened taste** (ageusia) or **disturbances** or **decreased taste** (dysgeusia) of sudden onset.



Estimated incubation period?

According to the latest published information, the incubation period (until symptoms appear) is **between 2 to 14 days**

How is it transmitted?

COVID-19 can be transmitted:

- By respiratory droplets (particles larger than 5 microns);
- By direct contact with infectious secretions;
- By aerosols in therapeutic procedures that produce them (less than 1 micron).

The transmission from person to person has been confirmed and is thought to occur during close exposure to a person with Coronavirus (COVID-19), through the dissemination of respiratory droplets produced when an infected person coughs, sneezes or talks, which can be inhaled or land in the mouth, nose or eyes of people who are close by. Contact of the hands with a surface or object with the new coronavirus and then contact with the oral, nasal or ocular mucosa (mouth, nose or eyes) may also lead to transmission of the infection.

Preventive measures adopted

- Dissemination of information material;
- Availability of AAS (Alcohol based Antiseptic Solution) dispensers at strategic points;
- Adaptation of the Medical Post of the Milling Centre (in Portugal) for the treatment of suspicious cases and also for the testing of COVID-19.
- Acquisition and distribution of personal protective equipment, namely masks and visors.
- Coordination with Cleaning teams (internal and/or external) to reinforce the cleaning of common spaces and equipment.

- Measurement of body temperature to all people (employees and external entities) who enter the companies of the Simoldes Group.

These and other measures implemented are mentioned in more detail in the Safety protocol (Plastics Division) and in the COVID19 Manual - Control Measures (Tool Division).

How to protect yourself and others?

- Avoid coughing or sneezing into hands. Cough or sneeze into your forearm or sleeve with your forearm flexed or use a tissue. Hygiene your hands after contact with respiratory secretions. Dispose of used tissues in the dustbin;
- Wash your hands frequently with soap and water for at least 20 seconds. If these are not available, use a hand sanitizer that contains at least 70% alcohol, covering all surfaces of the hands and rubbing them until dry.
- Avoid touching door handles and handrails directly;
- Avoid touching your eyes, nose and mouth without having your hands properly cleaned;
- Avoid going to closed and poorly ventilated public spaces;
- Avoid greeting with hugs, kisses or handshakes;
- Clean and disinfect frequently the surfaces or objects most subject to contact (computer keyboards, mice, mobile phones, etc.);
- Avoid traveling;
- Give preference to video meetings, teleconferences and remote access.
- Assess the possibility of Teleworking.
- If you have flu symptoms, keep a distance of at least 2 meters when talking to other people;

How to act in case of travel

Before travelling - If you are pregnant or have a chronic disease, consult the company's Clinical Services in advance.

- Whenever you travel to countries that require COVID-19 testing, you must inform the company (Human Resources Department, Occupational Safety and Health and Medical Services Department) to proceed with the test.
- All employees who travel should request the COVID-19 Individual Protection Kit.

During your trip and stay - If you have symptoms of COVID-19, stay at the hotel and consult a doctor in the destination country, or call the available health line in that country.

After returning - All workers returning from risk countries must stay at home in isolation for 4 consecutive days (staying in telework where applicable). If they do not show symptoms they can return to work at the end of this period.

- If you have symptoms of COVID-19, or if you have had close contact with people who have tested positive, you should stay at home and tell the company (Human Resources Department, Occupational Safety and Health Department and Medical Services), so that the test to COVID-19 can be performed, and the worker cannot return to work without a negative test.

How to act in case of suspicion, case confirmed COVID-19 or High-Risk contact

The employee must follow the indications found in the Procedure: Biohazard - COVID 19 (Plastic Division) and in the COVID19 Manual - Control Measures (Tool Division).

In a confirmed case, the Company shall:

- Reinforce cleaning and disinfection, especially on surfaces frequently handled and most used by the confirmed sick person, which are more likely to be contaminated. Pay particular attention to the cleaning and disinfection of the confirmed sick person's workstation (including materials and equipment used by the confirmed sick person);
- Place the resulting cleaning and disinfection residues in a plastic bag (50 or 70 micron thick) which, after closure, should be separated and sent to a licensed operator for the management of biohazardous hospital waste.

Contacts COVID-19 in Portugal

Area	Identification	Contact
SNS24	---	808 24 24 24
Medical Services	Dr. Francisco Borges	912347878
	Dr. Jorge Silva	912100888
H&S Dep.	Plastic Division	914566521
	Tool Division	915323917
HR Dep.	Plastic Division	914209591
	Tool Division	919837056 912563491

All these definitions of rules and measures may be reviewed, whenever justified, considering the evolution of the COVID-19 pandemic.